



The Town of Hilton Head Island  
**Public Planning Committee Meeting**

**Thursday, July 25, 2019 – 3:00 p.m.**  
Benjamin M. Racusin Council Chambers

**REVISED AGENDA**

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*As a courtesy to others please turn off / silence ALL mobile devices during the meeting. Thank You.*

**1. Call to Order**

**2. FOIA Compliance** - Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

**3. Approval of Minutes**

- a. Regular Meeting June 27, 2019
- b. Special Meeting June 28, 2019

**4. Unfinished Business**

- a. Update on Sea Turtle Protection Ordinance Revisions
- b. Update on Garden Shovels on the Beach

**5. New Business**

- a. Discussion of two potential LMO Amendments (Zero Lot Lines and Clear Cutting)

**6. Adjournment**

*Please note that a quorum of Town Council may result if four (4) or more of their members attend this meeting.*



Town of Hilton Head Island  
**Public Planning Committee Regular Meeting**

Thursday, June 27, 2019 at 3:00 p.m.  
Benjamin M. Racusin Council Chambers

## **MEETING MINUTES**

**Present from the Committee:** Chairman David Ames, Tamara Becker, Bill Harkins, Glenn Stanford

**Absent from the Committee:** Tom Lennox

**Present from Town Council:** None

**Present from Town Staff:** Shawn Colin, Director of Community Development; Charles Cousins, Assistant to the Town Manager; Anne Cyran, Senior Planner; Nicole Dixon, Development Review Administrator; Sheryse DuBose, Historic Neighborhoods Preservation Administrator; Taylor Ladd, Senior Planner; Teri Lewis, Deputy Director of Community Development; Missy Luick, Senior Planner; Scott Liggett, Director of Public Projects & Facilities/Chief Engineer; Jayme Lopko, Senior Planner; Jennifer Ray, Deputy Director of Community Development; Teresa Haley, Senior Administrative Assistant

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### **1. Call to Order**

Chairman Ames called the meeting to order at 3:02 p.m.

- 2. Freedom of Information Act Compliance** – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the Town of Hilton Head Island requirements.

### **3. Approval of Minutes**

- a. Special Meeting May 29, 2019**

Mr. Stanford moved to approve the minutes of the May 29, 2019 special meeting. Ms. Becker seconded. The motion passed with a vote of 3-0-1. Mr. Harkins abstained as he was not present at the subject meeting.

### **4. Unfinished Business**

- a. Discussion of Small Cell Wireless Facilities regulations**

Ms. Cyran presented the item. Staff recommends the Public Planning Committee recommend approval of the proposed ordinance regulating Small Wireless Facilities (SWFs) to Town Council.

The Committee made brief comments and inquiries regarding MASC's model ordinance, and the status of the State legislature bill.

Chairman Ames asked for a motion to move this forward to Town Council. Mr. Harkins moved to approve. Mr. Stanford seconded. The motion passed with a vote of 4-0-0.

- b. Discussion of Garden Shovels on the Beach**

The Committee made comments to support a ban of shovels and other problematic items on the beach.

Mr. Harkins moved that the Public Planning Committee recommend to Town Council shovels and other problematic items be prohibited on the beach. Further, that Town Council direct Staff to provide a report on enforcement of the prohibited items. Mr. Stanford seconded.

The Committee agreed that language defining the prohibited items needs to be drafted and provided to Town Council.

Chairman Ames asked for public comments and the following were received: drafted language prohibiting shovels and similar items; estimated volunteer hours put into beach cleanup; abandoned items and trash collected on the beach were presented; and consider prohibition of all types of tools, large beach tents, and single-use plastic bags.

Following public comments, Chairman Ames called for a vote on the motion. The motion passed with a vote of 4-0-0.

## **5. New Business**

- a. Review of ZMA-001467-2018: The request is to change the zoning designation of an undeveloped 6.22-acre parcel located at Fish Haul Road. The parcel is bisected by Fish Haul Road and is split zoned. The northern portion would be rezoned from RM-4 (Low to Moderate Density Residential) to MV (Mitchelville), and the southern portion would be rezoned from RM-8 (Moderate Density Residential) to MV (Mitchelville).

The applicant's legal representative presented statements to change the rezoning request from MV to RM-12. Staff provided information about public notice requirements and options to proceed.

The applicant indicated a new application with the rezoning request for RM-12 will be submitted at a future date. The application was withdrawn at the applicant's request.

The Committee then provided comments for the applicant's consideration: address workforce housing; clarify the intentions of the purchaser; use the questions posed to the Christian Academy rezoning request as a model to provide answers; provide a site plan; provide a business plan; and include Island Character in the design of the development.

Chairman Ames asked for public comments. One member of the public expressed support to reserve more than 5% of units for workforce housing.

No action was taken on this item.

- b. Discussion of amendments to the Land Management Ordinance related to Recreational Vehicles

Ms. Lewis presented the item. Staff recommends that the Public Planning Committee recommend approval of the proposed LMO amendments to Town Council.

The Committee made comments and inquiries regarding: parameters of an active building permit and the proposed extensions; parking requirements; demonstration of electricity, water and sewer services; concerns the amendment will create a challenge for staff in the future; whether an alternative way exists to solve the issue; concerns this would apply only to properties outside of the PUDs; adding a sunset clause to this; and support of the request being connected to a 501(c)(3).

Chairman Ames asked for public comments. One member of the public presented statements in support of this item.

Following public comments, Chairman Ames asked for a motion.

Mr. Stanford moved to recommend the LMO amendments be forwarded to the Town Council. Mr. Harkins seconded. The motion passed with a vote of 4-0-0.

**6. Adjournment**

The meeting was adjourned at 4:07 p.m.

**Submitted by:** Teresa Haley, Secretary

**Approved:** [DATE]

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Town of Hilton Head Island  
**Public Planning Committee Special Meeting**

Friday, June 28, 2019 at 1:00 p.m.  
Benjamin M. Racusin Council Chambers

## **MEETING MINUTES**

**Present from the Committee:** Chairman David Ames, Tamara Becker, Glenn Stanford

**Absent from the Committee:** Bill Harkins, Tom Lennox

**Present from Town Council:** None

**Present from Town Staff:** Shawn Colin, Director of Community Development; Sheryse DuBose, Historic Neighborhoods Preservation Administrator; Carolyn Grant, Communications Director; Taylor Ladd, Senior Planner; Teri Lewis, Deputy Director of Community Development; Jayme Lopko, Senior Planner; Jennifer Ray, Deputy Director of Community Development; Teresa Haley, Senior Administrative Assistant

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**1. Call to Order**

Chairman Ames called the meeting to order at 1:00 p.m.

**2. Freedom of Information Act Compliance** – Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the Town of Hilton Head Island requirements.

**3. Approval of Minutes** – None

**4. Unfinished Business**

**a.** Discussion of staff response to Workforce Housing Strategic Plan recommendations

Several members of Staff presented the item. Staff recommends that Public Planning Committee consider and provide direction on recommendations presented by staff, which build on recommendations made by Lisa Sturtevant & Associates, LLC.

The Committee complimented Staff on their work. The Committee made comments and inquiries regarding: examine households with incomes between 60-80% of AMI; evaluate specifics of a Regional Housing Trust Fund; who will be responsible for filling the financial gap between the cost of doing market rate housing versus workforce housing; evaluate information on advantages and disadvantages of a local trust fund; a regional housing trust fund alone may present a challenge to meet the Town's housing needs within a desirable timeline; examine a combination of a local trust fund and a regional trust fund; discussion at the regional level about complementing housing on a regional basis with a regional transportation system; formulate total commercial square footage over vacancy square footage; exploration of options that do not require a financial contribution on the part of the Town; property owners' with vacant/underutilized commercial property or financial stress should be considered; dealing with parking requirements in a conversion of commercial to residential; provide more examples of Floor Area Ratio (FAR) concept; concern that residents would want Town-owned land to remain green and be opposed to its development; developers express more concerns for construction costs rather than land costs; the Habitat for Humanity model; provide information about the potential of Town-owned property in terms of land contribution and percentage of workforce housing being provided by a developer; concerns about the amount of available

land to provide density bonuses; the average renter wage in the County is lower than the State average renter wage; employer-assisted housing, employer-based stipends and similar programs should be implemented to offset other costs to their employees; the Town should explore a leadership role with its employees; what is the impact of the County stipend to move more County Sheriff's Office employees to the Island; exploration of property tax and impact fee rebates/waivers in connection with contribution to a regional trust fund; concern for long term revenue generated to the owner of the project rather than residents gaining benefits; how are the workforce housing units maintained and managed; home linking/home sharing program is not a viable option for the Town and should be pursued by the private sector; the Town should take a proactive approach to any efforts to change State programs to benefit the Island; Staff is on target with statements regarding capacity building; transportation is critical component to the workforce; Staff will bring forward a recommendation to increase engagement with a transit provider for the Island and the region; LATS role in the regional issue of transportation; and how to incentivize private employers to provide transportation services.

Chairman Ames asked for public comments and the following were received: compliments to Staff; connecting two of the Town Council Strategic Goals of Gullah Geechee Cultural Preservation and Workforce Development; a lot of the recommendations are leaning toward developers and would like that some lead to simple landowners that want to provide workforce housing; some islanders own property but are unable to pay various costs and fees; look to the Gullah Geechee Land & Cultural Preservation Task Force to fill gaps; concerns about whether any of the recommendations have statutory issues and come up with best practices; concerns for using FAR and to further explore the concept and the exceptions; this plan should contain specific objectives; develop and implement a timeline of specific recommendations to be accomplished; programs are available for households below 60% AMI; target households with incomes between 60-80% AMI; use FAR to measure impact of investment; a local housing authority may be more suitable for the Island's needs; continue to monitor staff capacity and consider hiring a dedicated staff person if needed; consider a payment in lieu of regarding density bonus; consider use of Town-owned land for workforce housing; reduce fees and expedite permitting process; encourage monitoring of affordable units beyond developer's annual certification; consider using rebate/voucher program; concern that the Town's total contribution to a regional trust fund would not be invested in the Island; support of Town management of services; consider that employees choose how to spend their wages whether on or off the island; there are people that prefer to live off island for many reasons; consider separately the objectives to attract the workforce to live on the island versus working on the island; support for increase pay to essential service workers like firefighters and police officers; provide incentive for members of the native island community to develop a portion of their land for workforce housing while still maintaining some land ownership; consider developing a master plan for the areas of Sea Turtle Marketplace, Port Royal Plaza, and Northridge, and build in workforce housing to a mixed use zoning district.

**5. New Business – None**

**6. Adjournment**

The meeting was adjourned at 2:50 p.m.

**Submitted by:** Teresa Haley, Secretary

**Approved:** [DATE]



# TOWN OF HILTON HEAD ISLAND

## *Community Development Department*

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**TO:** Public Planning Committee  
**VIA:** Shawn Colin, *AICP, Director of Community Development*  
**VIA:** Jennifer Ray, *ASLA, Deputy Director of Community Development*  
**FROM:** Anne Cyran, *AICP, Senior Planner*  
**DATE:** July 12, 2019  
**SUBJECT:** Update on Sea Turtle Protection Ordinance Revisions

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### **Summary**

Staff held several meetings in June and July to present the proposed revisions to the Sea Turtle Protection Ordinance to the public and to gather comments. Open houses were held in the Living Lab on June 20, June 25, and June 27, 2019. Staff also met with the Hilton Head Area Home Builders Association, Sea Pines property owners, the Hilton Head Area Association of Realtors, and Port Royal Plantation property owners.

Staff is reviewing the comments from these meetings and feedback provided in emails and phone calls. No action is recommended at this time. Further updates and recommendations will be presented at a future Public Planning Committee meeting.



# TOWN OF HILTON HEAD ISLAND

## *Community Development Department*

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**TO:** Public Planning Committee  
**VIA:** Shawn Colin, AICP, *Director of Community Development*  
**VIA:** Jennifer Ray, ASLA, *Deputy Director of Community Development*  
**FROM:** Anne Cyran, AICP, *Senior Planner*  
**DATE:** July 12, 2019  
**SUBJECT:** Update on Garden Shovels on the Beach

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As a result of the discussion of this issue during the previous meeting, staff is surveying other coastal communities to determine the most effective strategies to curb the trend of beachgoers leaving large holes on the beach.

No action is recommended at this time. Further updates and recommendations will be presented at a future Public Planning Committee meeting.